

PHILOMATH FIRE & RESCUE

November 13, 2023

Location: Philomath Fire & Rescue

3:00 pm

Regular Session Board Meeting

- I. CALL TO ORDER/ROLL CALL- The Philomath Fire & Rescue Board of Directors meeting was called to order by President Doug Edmonds at 15:02. Board members present included: Vice President Daphne Phillips and Treasurer Ken Corbin. Board members not present were Joe Brier and Rick Brand. Philomath Fire & Rescue Staff in attendance included: Chief Chancy Ferguson, and Office Administrator Ashley Scott. Deputy Chief Rich Saalsaa arrived at 15:14.

- II. CONSENT AGENDA
 - a. Minutes- October 9, 2023
 - b. Bills – October
 - c. Chief Vacation Hours

Phillips moved to approve the Consent Agenda as presented. Seconded by Corbin. Approved 3-0.

- III. PUBLIC COMMENT – No public present.

- IV. STAFF REPORTS
 1. Board Report
 - Review Board Calendar- No changes.
 2. Fire Chief Report – Chief Ferguson- Report included in the Board Packet and highlights discussed. Additions included: Deputy Chief Saalsaa gave 13 months’ notice for retirement and Mary’s River Road District meeting, very productive meeting regarding Daisy Drive pump station.
 3. Deputy Chief Reports- Deputy Chief Saalsaa- Report included in the Board Packet and highlights discussed.
 4. Office Administrator Financial Report- Scott- Report included in the Board Packet and highlights discussed. Treasurer Corbin had questions as to the amount of expenses in the Miscellaneous Expense Line item, Scott printed out the details and brought them to

the Board for additional review. Due to items being purchased with Grant Funding, the expense goes into that line item.

V. REPRESENTATIVE REPORTS

1. Volunteer Association – President Eddy- Representative on an emergency call and the Report was included in the Board Packet. No questions were asked by the Board.
2. IAFF Local 4925 – President Moser- No representative present or report submitted.
3. The City Council Liaison- Councilor Christopher McMorran- was unable to attend but wanted to know if there were any concerns the Board needed to bring to his attention- there were none.

VI. OLD BUSINESS

1. Credit Card Transition Plan Update- Scott
Phillips moved to complete transition plan from Oregon State Credit Union by utilizing US Bank Credit Cards exclusively. Seconded by Corbin. Approved 3-0.
2. Personnel Manual and Administrative Directives Review Update- Ferguson- Utilizing a sample updated manual and current manual to bring District up to date.
3. Appreciation Dinner Update- Phillips- Working through invites with Scott and scheduled for Feb 10th.
4. Howard’s Heritage LLC Letter Update- Ferguson- Chief discussed with Assistant Chief Theurer, situation resolved.

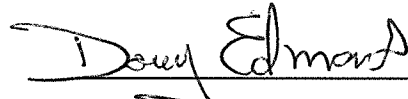
VII. NEW BUSINESS

1. Conflagration Income Discussion- Ferguson- Chief recommendation to move income from Conflagrations to bring new Type III into service.
Corbin moved to utilize Conflagration Income to bring new Type III Engine into service. Seconded by Phillips. Approved 3-0.
2. Board Member Code of Conduct Discussion (Ken Jones’ List)
 - a. #6- *“Make decisions only after all available facts bearing on a question have been presented and discussed.”*
 - b. #7- *“Respect opinion of others and graciously accept the principle of “majority rules” in Board Meetings.”*
3. Generator Update- Ferguson- Discussion had with the Board to decide upon renting or purchasing a 500- or 1000-gallon propane tank to fuel the new generator at Station 203. Purchasing a 500-gallon tank is supported via consensus. No desire from the Board to lease a tank from a particular vendor.

VIII. ACTION ITEMS

IX. NEXT MEETING – December 11, 2023

X. ADJOURNMENT – 15:55



Doug Edmonds, Board President

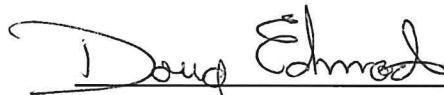
PHILOMATH FIRE & RESCUE

November 13, 2023


**Location: Philomath Fire & Rescue
1035 Main St, Philomath, OR 97370**

Executive Session Board Meeting

- I. CALL TO ORDER/ROLL CALL- The Philomath Fire & Rescue Board of Directors Executive Session meeting was called to order by President Doug Edmonds at 15:58. Board members present included: Vice President Daphne Phillips and Treasurer Ken Corbin. Philomath Fire & Rescue Staff in attendance included: Chief Chancy Ferguson, Deputy Chief Rich Saalsaa and Office Administrator Ashley Scott. The Board moved to Executive Session under ORS 192.660(2)(n)(D) and 192.660(2)(n)(E) To discuss information about review or approval of programs relating to the security of telecommunication systems, including cellular, wireless or radio systems and data transmissions by whatever means provided and Deputy Chief left executive session... 16:33 began 192.660(2)(i) and 192.660(8) To evaluate the performance of an officer, employee or staff member.
- II. DISCUSSION- was had by the Board.
- III. ADJOURNMENT - 16:40.



Doug Edmonds, Board President



Board Member

PHILOMATH FIRE & RESCUE

November 13, 2023

Location: Philomath Fire & Rescue

3:00 pm

Regular Session Board Meeting

Join Zoom Meeting

[https://us06web.zoom.us/j/85789498234?pwd=S2hPYmFZQ1ZpbHYyUmRBdC9XS
HRvQT09](https://us06web.zoom.us/j/85789498234?pwd=S2hPYmFZQ1ZpbHYyUmRBdC9XS
HRvQT09)

Meeting ID: **857 8949 8234**

Passcode: **860360**

- I. CALL TO ORDER/ROLL CALL

- II. CONSENT AGENDA
 - a. Minutes- October 9, 2023
 - b. Bills – October
 - c. Chief Vacation Hours

Staff recommended action: Move to approve Consent Agenda as presented.

- III. PUBLIC COMMENT

- IV. STAFF REPORTS
 1. Board Report
 - Review Board Calendar
 2. Fire Chief Report – Chief Ferguson
 3. Deputy Chief Reports- Deputy Chief Saalsaa
 4. Office Administrator Financial Report- Scott

- V. REPRESENTATIVE REPORTS
 1. Volunteer Association – President Eddy
 2. IAFF Local 4925 – President Moser

3. City Council Liaison- Councilor Christopher McMorran

VI. OLD BUSINESS

1. Credit Card Transition Plan Update- Scott
Staff recommended action: Move to complete transition away from Oregon State Credit Union by utilizing US Bank Credit Cards exclusively.
2. Personnel Manual and Administrative Directives Review Update- Ferguson
3. Appreciation Dinner Update- Phillips
4. Howard's Heritage LLC Letter Update- Ferguson

VII. NEW BUSINESS

1. Conflagration Income Discussion- Ferguson
Staff recommended action: Move to utilize Conflagration Income to bring new Type III Engine into service.
2. Board Member Code of Conduct Discussion (Ken Jones' List)
Start with item #6

VIII. ACTION ITEMS

- IX. NEXT MEETING – December 11, 2023

- X. ADJOURNMENT

PHILOMATH FIRE & RESCUE

November 13, 2023

**Location: Philomath Fire & Rescue
1035 Main St, Philomath, OR 97370
Immediately Following Regular Session Board Meeting**

Executive Session Board Meeting

ORS 192.660(2)(n)(D) and 192.660(2)(n)(E) To discuss information about review or approval of programs relating to the security of telecommunication systems, including cellular, wireless or radio systems and data transmissions by whatever means provided.

192.660(2)(i) and 192.660(8) To evaluate the performance of an officer, employee or staff member.

- I. CALL TO ORDER/ROLL CALL
- II. DISCUSSION
- III. ADJOURNMENT

PHILOMATH FIRE & RESCUE

October 9, 2023

Location: Philomath Fire & Rescue

3:00 pm

Regular Session Board Meeting

- I. CALL TO ORDER/ROLL CALL- The Philomath Fire & Rescue Board of Directors meeting was called to order by Vice President Daphne Phillips at 15:00. Board members present included: Rick Brand Treasurer and Ken Corbin. Vice President Daphne Phillips present via Zoom. Board members not present were Joe Brier and Doug Edmonds. Philomath Fire & Rescue Staff in attendance included: Chief Chancy Ferguson, Deputy Chief Rich Saalsaa and Office Administrator Ashley Scott. Guests included: Volunteer Association President Dan Eddy.

- II. CONSENT AGENDA
 - a. Minutes- September 11, 2023
 - b. Bills – September
 - c. Chief Vacation Hours

Corbin moved to approve the Consent Agenda as presented. Brand seconded. Approved 3-0.

- III. PUBLIC COMMENT –Howard’s Heritage LLC Letter. Letter opened and read aloud by Rick Brand. The letter from Deputy Chief Saalsaa that prompted this letter was also included and read by aloud by Rick Brand. These letters will be included in this meeting’s documents.
Discussion was had between the Board, Chief and Deputy Chief to clarify the situation. Deputy Chief or Chief will be contacting the Howard’s Heritage LLC and include the President and Vice President as needed.

- IV. STAFF REPORTS
 1. Board Report
 - Review Board Calendar- No changes recommended.
 - Volunteer Business Meeting Board Representative Schedule Discussion- Appearing every other Month was decided by consensus to rotate through Board Positions as scheduled. Add to Board Calendar. And if you are unable to attend, you must find

coverage from another Board Member. Corbin offered to attend when other Board Members are unable to attend.

2. Fire Chief Report – Chief Ferguson- Report included in the Board Packet and highlights discussed.
3. Deputy Chief Reports- Deputy Chief Saalsaa- Report included in the Board Packet and highlights discussed.
4. Office Administrator Financial Report- Scott- Report included in the Board Packet and highlights discussed.

V. REPRESENTATIVE REPORTS

1. Volunteer Association – President Eddy- Report included in the Board Packet and highlights discussed. Including Volunteer Interviews, training returning and current volunteers in their next steps, Seattle Stair Climbing fundraising, participating in Lilly's Lope for Hope, and football standbys.
2. IAFF Local 4925 – President Moser- No representative present or report submitted.
3. City Council Liaison- Councilor Christopher McMorran- Construction update and continuing downtown project. The city has grants open for Downtown Façade updating, water reservoir, and Veteran's Memorial Park are ongoing projects.

VI. OLD BUSINESS

1. Credit Card Transition Plan Update- Scott- discussed that U.S. Bank transition going well and will be receiving likely one more bill from them and then can proceed with our future transition plans.
2. Personnel Manual and Administrative Directives Review Update- Ferguson- divided policies into portions and will begin with personnel, then administrative duties. Mirroring Job Descriptions model.
3. Appreciation Dinner Update- Phillips- They want to have the dinner at the station, February 10th is the date chosen. Valley Catering for quote, and other options. Please reach out to Phillips if you would like to be involved. Working with Scott to create Save the Dates.

VII. NEW BUSINESS

1. Standard of Cover Review- Ferguson- Updated draft includes a more accurate representation of our standards.

Phillips motioned to accept the Standard of Coverage as submitted. Seconded by Corbin. Approved 3-0.

2. 2026 Levy Discussion- Ferguson- Discussion included to increase the staffing in our district by keeping the collection rate the same as the current bond repayment moving toward a levy.
3. Audit Update and Budget Resolution Correction- Scott- During our Audit, it was brought to our attention that our Budget Resolution was incorrect, the Auditor mentored Scott to create the corrected one for the Board to review.
Corbin motioned to accept the updated Resolution Adopting the Budget 23-01 to include the expenditure of Reserve Funds. Seconded by Brand. 3-0 approved.
4. Generator for 203- unable to utilize for our needs at 203.
Brand motioned to surplus generator that we bought from Corvallis Fire Department and move forward with plan to purchase generator to fulfill the needs of the district. Seconded by Corbin. Approved 3-0.
5. Board Member Code of Conduct Discussion (Ken Jones' List)- start with #6- Moved to November meeting due to lack of time at this meeting.

VIII. ACTION ITEMS

- a. Chief or Deputy Chief to follow up with Howard's Heritage LLC
- b. Phillips and Scott to create save the dates for Appreciation Dinner.

IX. NEXT MEETING – November 13, 2023

X. ADJOURNMENT – 16:13

Philomath Fire and Rescue Transaction by Account October 2023

Type	Date	Name	Memo	Amount	Balance
Ordinary Income/Expense					
Expense					
6000 · Materials and Services					
6001 · Contracted Professional Service					
Bill	10/03/2023	Security Alarm Corp	Residence Smoke Detectors Replacement	538.94	538.94
Bill	10/06/2023	Security Alarm Corp	Nov 2023-Jan 2024 Fire, Video and Securi...	1,046.96	1,585.90
Bill	10/09/2023	Streamline	Website	4,320.00	5,905.90
Check	10/11/2023	Riverstrong	73378 Invoice for Service	2,706.09	8,611.99
Bill	10/17/2023	Bio-Med Testing	Background Check for N. Vallancey-Martin...	29.00	8,640.99
Check	10/19/2023	Riverstrong	September-October Cybersecurity and De...	7,653.00	16,293.99
Total 6001 · Contracted Professional Service				16,293.99	16,293.99
6010 · Office Supplies					
Credit ...	10/06/2023	Amazon	Ink and D Batteries	135.08	135.08
Credit ...	10/20/2023	Scott Machine Development Corp.	Name Plates	112.20	247.28
Total 6010 · Office Supplies				247.28	247.28
6020 · Insurance and Bond					
Bill	10/09/2023	Special Districts Insurance Services	Addition of new Type 3 to Vehicle Insurance	486.00	486.00
Total 6020 · Insurance and Bond				486.00	486.00
6030 · Dues and Fees					
Check	10/03/2023	AsiFlex	Fees	11.25	11.25
Check	10/05/2023	Intuit	September Payroll Fees	19.25	30.50
Credit ...	10/24/2023	NFPA	NFPA Membership	103.49	133.99
Credit ...	10/24/2023	National Registry of EMTs	EMT Recert Application Fee	25.00	158.99
Check	10/31/2023		Service Charge	0.10	159.09
Total 6030 · Dues and Fees				159.09	159.09
6050 · Utilities					
Check	10/01/2023	Consumer Power Inc	202	65.45	65.45
Check	10/01/2023	Consumer Power Inc	Priest Pump Site	88.33	153.78
Check	10/01/2023	Consumer Power Inc	Daisy Pump Site	35.05	188.83
Check	10/03/2023	NW Natural		50.57	239.40
Check	10/06/2023	City of Philomath	2853.01 Account	15.20	254.60
Check	10/06/2023	City of Philomath	1722.01 Account	236.60	491.20
Check	10/09/2023	Pacific Power		870.45	1,361.65
Check	10/11/2023	City of Philomath	1722010- Water	236.60	1,598.25
Check	10/11/2023	City of Philomath	285301- Water	15.20	1,613.45
Bill	10/16/2023	Culligan	Water Service	140.95	1,754.40
Check	10/20/2023	Consumer Power Inc	7924202- Station 203	110.01	1,864.41
Check	10/20/2023	Consumer Power Inc	7924203- Muddy Creek Pump	88.17	1,952.58
Check	10/22/2023	Republic Services	201 Trash Service	247.45	2,200.03
Total 6050 · Utilities				2,200.03	2,200.03
6060 · Telephone, Pagers, Internet					
Credit ...	10/03/2023	Alyrica	Phones and Internet	592.86	592.86
Check	10/04/2023	AT&T Mobility		42.46	635.32
Check	10/06/2023	Comcast		14.77	650.09
Check	10/15/2023	Pioneer Telephone Cooperative		218.87	868.96
Check	10/28/2023	Verizon		214.23	1,083.19
Total 6060 · Telephone, Pagers, Internet				1,083.19	1,083.19
6080 · Conference					
Credit ...	10/05/2023	Riverside Resturant	Dinner 10/5/23	33.00	33.00
Credit ...	10/06/2023	Hood River Inn	OFSOA Conerence Lodging	489.48	522.48
Deposit	10/31/2023		Cancelled Conference for Phillips- Reimbu...	-350.00	172.48
Total 6080 · Conference				172.48	172.48
6090 · Education/Training					
Credit ...	10/06/2023	Safeway	Fire Academy Food	469.46	469.46
Bill	10/16/2023	Department of Public Safety Stand...	Vallancey Fingerprints	46.25	515.71
Total 6090 · Education/Training				515.71	515.71
6100 · Equipment Maintenance Agreement					
Check	10/15/2023	De Lage Landen Financial Service...		152.15	152.15
Total 6100 · Equipment Maintenance Agreement				152.15	152.15

Philomath Fire and Rescue Transaction by Account October 2023

Type	Date	Name	Memo	Amount	Balance
6130 · Gas & Oil					
Check	10/03/2023	Carson Oil		1,356.99	1,356.99
Credit ...	10/06/2023	Town Pump- Philomath	Old #1- Fuel	15.58	1,372.57
Check	10/15/2023	Carson Oil	Fuel	1,071.30	2,443.87
Check	10/31/2023	Carson Oil		644.75	3,088.62
Total 6130 · Gas & Oil				3,088.62	3,088.62
6160 · Equipment Maintenance					
Bill	10/24/2023	Annas Consultants Inc.	Quarterly Testing	400.00	400.00
Total 6160 · Equipment Maintenance				400.00	400.00
6161 · Vehicle Maintenance					
Bill	10/09/2023	Willamette Hose & Fittings	263- Plugs	7.76	7.76
Bill	10/09/2023	Willamette Hose & Fittings	263- Gauges, etc	40.43	48.19
Bill	10/17/2023	TWGW, Inc. dba Philomath Napa	231- Coolant	39.98	88.17
Credit ...	10/18/2023	Amazon	233- Toggle Knob for Air Switch	13.99	102.16
Credit ...	10/18/2023	Amazon	233- Toggle Knob Switch for Air	13.99	116.15
Credit ...	10/24/2023	Corvallis Power Equipment	263 Master Switch	129.55	245.70
Bill	10/25/2023	Nick's Auto Repair	221- Front Brake Rotor and Wheel Bearin...	985.30	1,231.00
Bill	10/31/2023	Valvoline LLC	294- Oil Change	48.43	1,279.43
Total 6161 · Vehicle Maintenance				1,279.43	1,279.43
6170 · Building Maint and Improvements					
Bill	10/18/2023	Advanced Environmental Systems	Replaced Burner Combustion Blower and ...	1,249.00	1,249.00
Bill	10/31/2023	CoEnergy Propane	201- Propane Tank Rental	1.00	1,250.00
Bill	10/31/2023	Bimart Corporation	203- Salt for Water Filtration System	44.95	1,294.95
Total 6170 · Building Maint and Improvements				1,294.95	1,294.95
6180 · Grounds Maintenance					
Bill	10/24/2023	MPTV, Inc.	Garden Hose Replacement Nozzle	8.49	8.49
Total 6180 · Grounds Maintenance				8.49	8.49
6190 · Small Tools & Equipment					
Bill	10/20/2023	TWGW, Inc. dba Philomath Napa	Axe restoration	33.31	33.31
Total 6190 · Small Tools & Equipment				33.31	33.31
6200 · Supplies - Department					
Credit ...	10/02/2023	Amazon	Pooph	27.41	27.41
Bill	10/09/2023	OSCU 402518-70	Coffee for Residence	79.79	107.20
Credit ...	10/09/2023	Amazon	Power Supply	69.95	177.15
Credit ...	10/09/2023	Dollar General	Candy	36.50	213.65
Bill	10/13/2023	Bimart Corporation	Can Opener for Residence	11.99	225.64
Credit ...	10/24/2023	Amazon	Rug for Residence	31.49	257.13
Credit ...	10/26/2023	Amazon	Papertowels	64.00	321.13
Bill	10/31/2023	Medline Industries, Inc.	Cleaning Supplies	196.71	517.84
Total 6200 · Supplies - Department				517.84	517.84
6210 · Supplies - Medical					
Bill	10/10/2023	Life Assist, Inc.	Test Strips and Sodium Chloride	315.19	315.19
Bill	10/23/2023	Medline Industries, Inc.	Service Charges	31.87	347.06
Credit ...	10/24/2023	Amazon	Pediatape Pediatric Dosing Tape	114.95	462.01
Credit ...	10/24/2023	Amazon	Oxygen Tank Racks	70.64	532.65
Bill	10/31/2023	Medline Industries, Inc.	IV Supplies	188.55	721.20
Total 6210 · Supplies - Medical				721.20	721.20
6250 · Uniforms					
Credit ...	10/06/2023	Cascade Fire Equipment Co.	Fire Shelters for 2023 Volunteer Fire Capa...	4,826.00	4,826.00
Bill	10/18/2023	SeaWestern	Gloves and Hoods	970.10	5,796.10
Bill	10/26/2023	SeaWestern	Belts	184.20	5,980.30
Bill	10/31/2023	Shirt Circuit	Quarter Zip Sweatshirts	801.90	6,782.20
Total 6250 · Uniforms				6,782.20	6,782.20
6270 · Volunteer - Activities					
Bill	10/06/2023	TWGW, Inc. dba Philomath Napa	Old #1- Grease Cleaner	4.97	4.97
Bill	10/07/2023	TWGW, Inc. dba Philomath Napa	Old #1- Distilled Water	3.45	8.42
Bill	10/09/2023	MPTV, Inc.	Old #1- Pipe Cap	5.49	13.91
Bill	10/24/2023	Stephanie Vallancey Martinson	October 2023 Business Meeting	68.55	82.46
Total 6270 · Volunteer - Activities				82.46	82.46

3:38 PM

11/08/23

Accrual Basis

Philomath Fire and Rescue Transaction by Account

October 2023

Type	Date	Name	Memo	Amount	Balance
6310 · Physical & Immunizations					
Bill	10/09/2023	Occupational Medicine Dept.	M. Keuneke Physical	790.00	790.00
Bill	10/31/2023	Occupational Medicine Dept.	Physicals for Aguirre, D. Eddy, Guilford, Li...	2,395.00	3,185.00
Total 6310 · Physical & Immunizations				3,185.00	3,185.00
6320 · Community Involvement					
Credit ...	10/06/2023	Safeway	Punch for Open House	19.86	19.86
Credit ...	10/06/2023	Sissi's Philomath	Doughnuts for Event	169.05	188.91
Credit ...	10/11/2023	Philomath Area Chamber of Comm...	Chamber Luncheon for CF and AS	31.05	219.96
Credit ...	10/30/2023	Costco	Halloween Candy	55.97	275.93
Total 6320 · Community Involvement				275.93	275.93
Total 6000 · Materials and Services				38,979.35	38,979.35
7000 · Capital Outlay					
7110 · Capital Outlay - Building					
Bill	10/24/2023	Andy Louden`	Reimbursement for 203 Generator Purcha...	6,596.00	6,596.00
Total 7110 · Capital Outlay - Building				6,596.00	6,596.00
Total 7000 · Capital Outlay				6,596.00	6,596.00
Total Expense				45,575.35	45,575.35
Net Ordinary Income				-45,575.35	-45,575.35
Net Income				-45,575.35	-45,575.35

**Chancy Ferguson Vacation Usage
July 1, 2023 through June 30, 2024**

Beginning Balance as of July 1, 2023	299.5	203.69
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	Sick Leave	Vacation
July		
accrual	8	10
taken	0	16
balance	307.5	197.69

August		
accrual	8	10
taken	0	28
balance	315.5	179.69

September		
accrual	8	10
taken	0	0
balance	323.5	189.69

October		
accrual	8	10
taken	0	0
balance	331.5	199.69

	Sick Leave	Vacation
November		
accrual		
taken		
balance		

December		
accrual		
taken		
balance		

January		
accrual		
taken		
balance		

February		
accrual		
taken		
balance		

	Sick Leave	Vacation
March		
accrual		
taken		
balance		

April		
accrual		
taken		
balance		

May		
accrual		
taken		
balance		

June		
accrual		
taken		
balance		

Philomath Fire & Rescue
Annual Board Calendar

January-24	February-24	March-24	April-24	May-24	June-24
Audit Presentation	Appoint Budget Officer	Appoint Budget Committee	Annual Board Self Appraisal	Budget Hearing- Review Draft Budget	Chief Check In
	Set Budget Calendar	Wage, Benefits, COLA Recommendations- Motion to Accept	Budget Committee Meeting	Budget Adoption	Volunteer Business Mtg Rep -Rick Brand
	SDAO Conference	Chief Performance Review and Final Review of Contract	Contract and Exhibit A Final Review	Approval of Final Chief Contract	
	Appoint Board Member to Begin Chief Review and Contract Negotiations		Volunteer Business Mtg Rep -Doug Edmonds		
	Volunteer Business Mtg Rep - Ken Corbin				
Jul-24	Aug-24	Sep-24	Oct-24	Nov-23	Dec-23
Election of Board Officers	Volunteer Business Mtg Rep- Daphne Phillips	Ken Jones Board Discussion Continues	Open House	OFDDA & OFCA Conferences	Chief Check In
Civil Service Appointments		Chief Check In	Volunteer Business Meeting Rep - Joe Brier		Volunteer Business Meeting Rep - Joe Brier
Swear In New Board Members					Insurance Presentation
State and Approve Meeting Day & Time					
Decide Board Members attending Volunteer Business Meeting					
Mandated	Self Imposed	Guest Speakers/Spec. Mtg	Chief Review Process		



Philomath Fire & Rescue

1035 Main Street
P.O. Box 247
Philomath, OR 97370
541.360.0030

PHILOMATH FIRE & RESCUE

CHIEF'S REPORT

November 7, 2023

Department Business:

C-Shift Community Feedback: Received an update from early November patient, wanting to Thank and Meet the crew that saved his life.

The Administration has started the process of rebuilding our personnel policy manual. We have obtained a draft copy from SDAO and HR answers. We are using this as the foundation and using our previous manual to produce an updated modern manual.

The final draft of the Civil Service rules has been approved by our legal counsel and will be finalized during the next Civil Service Commission Meeting.

Active 911 update: Working with active 911 we imported our hydrant flow data, pre-fire plans, Community AED locations and bridge access limitations in their mapping software. We have also been able to share this information with all our response partners excluding CFD (In progress). We are no longer required to pay the licensing fee for our past mapping software, a cost savings of approximately \$2,500.

Grants:

FEMA SAFER- It does not appear that we were successful in the SAFER grant process to fund staff. We are scheduling a meeting with a FEMA Grant Specialist to review our results and seek improvement. Grant feedback will be available at or around last week of November.

Fire House Subs- We applied for a grant to fully fund the cost of a 4-seat tracked John Deer Gator. This would be used as a Rescue Vehicle to gain access to patients in austere environments. The primary purpose would be access to patients located on Mary's peak during the snowpack.

FEMA Assistant to Firefighters Grant (AFG)- All Benton County Fire Agencies have agreed to apply for a regional AFG grant to fund multi band radios.

2023 OSFM Wildfire Season Staffing Grant- Completed our funding period and will retain close to \$5,830 to utilize next year of the \$35,000 grant for upstaffing during Wildfire Season.



Philomath Fire & Rescue

1035 Main Street
P.O. Box 247
Philomath, OR 97370
541.360.0030

Personnel:

3 Potential Volunteer Firefighters have applied for positions and are currently in the background process. We will be hosting a Firefighter I Academy with an anticipated start date of the second week of January and ending early May.

Union Communications:

No report

Training Activities:

4 of our Company Officers will be attending the Oregon State Fire Marshals Company Inspection Training Program. Once completed all officers will be qualified to inspect local mercantile type structures.

The focus on training has been on structure fire attack, focusing on deployment and use of our new 2-inch hose package.

5 members completed Pediatric Advanced Life Support Certification.

Apparatus/Equipment:

Apparatus pump testing has been completed on all apparatus except engine 231. Pump testing is a long tedious process that normally takes 3 to 4 hours per apparatus.

Building Update:

203 Generator Update- The Generator from CFD has been sold at the price it was purchased. We took delivery of a Generac 26 KW generator with transfer switch last week. The propane tank has been ordered, we have gone to the county and started the permit process. We are working with the electrician to schedule the date for installation.

The electronic reader board should be delivered within the next week. We are working with the city to obtain a permit for the placement of the sign. The sign will be housed in a "timber town" designed structure.

The Exhaust System at Station 203 repair has been completed by volunteer staff members. A huge thanks to Andy Louden, Dan Kearl, and Chris Leonard for taking on this project!



Philomath Fire & Rescue

1035 Main Street
P.O. Box 247
Philomath, OR 97370
541.360.0030

Community Involvement/Meetings:

Attended the Chamber of Commerce Lunch and Chamber Greeters.

Benton County Fire Defense Board Meeting: The Fire Defense Board continues to work toward clarifying the rules surrounding open burning. This month we will be meeting with other Fire Defense Board members from Linn, Polk, Lincoln, and Lane counties in attempt to solidify mutual-aid relationships and possibly join with another county to share conflagration response resources.

Strategic Plan Update:

We have developed a new format for the document that clarifies the tracking and update process. We are starting the process to develop the Strategic Plan for the 24-25 Budget. See attached for new plan and updated monthly plan.

Major Incidents:

See Deputy Chief's Report for details.

Respectfully submitted,

Chief Ferguson



Philomath Fire & Rescue
District Strategic Plan

Mission

The men and women of this department are dedicated to:

The preservation of property, through the extinguishment and prevention of fires; The protection and care of human life through education and treatment; The development of character through commitment and teamwork.

Vision

As our community grows, we are dedicated to providing prompt and professional emergency care, practiced rescue operations, safe fire services, and progressive risk reduction education. We strive to evolve and grow our thriving Philomath Fire and Rescue family through informed decisions, community engagement, fiscal responsibility, recruitment, and retention.

Value

“How we measure ourselves.”

As a team we value treating the community we serve with dignity, respect, and compassion.

We work to establish trust in the community through our professionalism and commitment to growing and learning.

- We honor our community through our integrity, safety, and service.
- We are dedicated to creating an environment that is inclusive, supportive, and encouraging.
- We persevere and adapt in both emergent and daily environments until a solution is identified.

Guiding Principles

The following guiding principles are considered for each of the Themes, Action Items and Goals of this Strategic Plan.

- Future Focus – Looking ahead one, two and three years.
- Effective Use of Resources
- People First – Responsible to the community members and personnel of the District
- Fiscal Integrity and Accountability – Responsible to the community and the constituents of the District
- Balanced – The needs of the various programs are well-balanced and cooperative, including multiple perspectives, and working towards and overall cohesion.

The District Strategic Plan contains the following themes:

- Department Operations
- Fiscal Responsibility
- Our People
- Our Community

Color Key for Strategic Plan Updates:

Unable to Proceed with Details

In Progress/Current Status

Completed

I. Theme: Department Operations

A. Objective: Emergency Response

GOAL 1: Provide 2 Paid Personnel (Lieutenant, Firefighter) 24 Hours Per Day

Action Item: Waiting for response from SAFER and OSFM Grants to improve Staffing.

October 2023 Update: Waiting for response from SAFER Grant Specialist,

Completed Grant timeframe for OSFM Grant, District received \$30,000.

Timeline: September 2023

Responsibility: Fire Chief

Funding Source: Grants/ General Fund

GOAL 2: Prepare us for Community Disasters

Action Item 1: Install generator at Station 203

October 2023 Update: See Chief's Report.

Action Item 2: Install tank and pump on 263- return to service.

October 2023 Update: Final modifications and received Type 3 Engine from the Feds beginning to obtain quotes for putting into service.

Timeline: October 2023

Responsibility: Captain Louden & LT Schell

Funding Source: Building and Land Reserves and General Fund

II. Theme: Fiscal Responsibility

A. Objective: Review and Update Organizational Documents

GOAL: Ensure the District Has Up to Date Documents

Action Item: Review and update Strategic Plan, Organizational Manual, SOG, Standard of Cover.

October 2023 Update: Civil Service Commission Rules- returned from Lawyer, to be voted upon by CSC, Standard of Cover- Adopted by Board at October Meeting, continuing Organizational Manual Updates with HR Answers template and guidance.

Timeline: 2023-2024 Fiscal Year

Responsibility: Administrative Team

Funding Source: None

B. Objective: Capital Maintenance

GOAL 1: Ensure the District Has Reliable Apparatus and Equipment for Emergency Response

Action Item: Develop Apparatus/Equipment Replacement Plan

October 2023 Update: Apparatus Committee developing priority list.

Timeline: 2023-2024 Fiscal Year

Responsibility: Captain Louden

Funding Source: None

GOAL 2: Evaluate District Facilities for Repairs & Replacements

Action Item: Develop Timeline for Expected Building Construction/Large Repairs or Expansions

Timeline: 2023-2024 Fiscal Year

Responsibility: LT Schell

Funding Source: TBD

GOAL 3: Repair Hose Tower Roof at Station 201

Action Item: Replace hose tower roof at Station 201

August 2023 Update: 8/18/2023 Completed.

Timeline: Completed by Fall 2023

Responsibility: Captain Louden

Funding Source: Building and Land Reserves

C. Objective: Information Technology

GOAL: Protect the District's Digital Assets.

Action Item: Implement a robust Cybersecurity program.

October 2023 Update: See Deputy Chief's Report.

Timeline: 2023-2024 Fiscal Year

Responsibility: Deputy Chief

Funding Source: General Fund

D. Objective: Savings/Reserves

GOAL: Develop Goals for Reserves Funding

Action Item: Establish Equipment Replacement Plan (SCBA Replacement, Heart Monitor Savings)

October 2023 Update: Updated numbers from auditors beginning to plan for 2024-2025 Budgeting.

Timeline: 2023-2024 Fiscal Year

Responsibility: Fire Chief and Administrative Assistant

Funding Source: Future Budget Planning

III. Theme: Our People

A. Objective: Training

GOAL 1: Replace Training Facility at Station 201.

Action Item 1: Asbestos abatement.

September 2023 Update: Asbestos testing complete- no asbestos. Submitting Demolition Application to City of Philomath, Power disconnected.

Action Item 2: Form Committee to assess Training Facility needs and establish costs for 2024-2025 Fiscal Year.

October 2023 Update: Facility tours on 10/18, Committee to submit a plan to Chief.

Timeline: 2023-2024 Fiscal Year

Responsibility: Staff Captain

Funding Source: Building and Training Reserves

GOAL 2: Encourage training opportunities for all personnel.

Action Item 1: Additional funding for paid staff to attend two department drills per month.

July 2023 Update: 7/1/2023 Completed.

Action Item 2: Provide training opportunities to all department members.

October 2023 Update: Ongoing.

Timeline: 2023-2024 Fiscal Year

Responsibility: Staff Captain Bovbjerg

Funding Source: General Fund

B. Objective: Retention

GOAL: Ensure Resident Volunteer Retention Program stays competitive.

Action Item: Track tuition rates at OSU and reimbursement rates of neighboring districts to ensure our retention program is competitive.

October 2023 Update: Ongoing.

Timeline: Every Fiscal Year Prior to Budget Process
Responsibility: Administration
Funding Source: General Fund

IV. Theme: Our Community

B. Objective: Community Interaction and Input

GOAL: Seek public input through the Board of Directors-

Action Item: Coordinate public outreach to obtain insight and direction for future planning.

October 2023 Update: Check with Board for next steps.

Timeline: 2023-2024 Fiscal Year
Responsibility: Board of Directors
Funding Source: General Fund

**Report to the Board of Directors
13 November 2023
DC Rich Saalsaa**

Statistics for October 2023

Total calls: 96
 Fire calls: 23 (20%)
 EMS Calls: 73 (80%)
 Yearly calls as of 31 October 2023: 833 – Last year at this time: 772 (+8% YOY)

Significant calls:

- 10/2 Mutual Aid – to CFD, coverage for their structure fire. We sent an engine company with three personnel and a duty officer (Chief Ferguson). They ran several calls in CFD response area.
- 10/8 Lines down – an over-height vehicle travelled north on S 19th Street from Chapel Drive, ripping off the lower hanging cable wires crossing the road on utility poles. With the sudden impact of lines being ripped from the poles, power was also affected for several hours. PFR responded with a single engine and duty officer to assist PPD with line removal and traffic control. Comcast was notified, as well as Pacific Power.
- 10/13 Small Misc Fire – Small burn pile, no permit
- 10/17 Small Misc Fire – Unauthorized burning – turned over to ODF
- 10/21 Residential Structure Fire – Oven heating element failed, no fire, crews removed oven from apartment.
- 10/25 Lines Down – Tree fell and took out power line. Turned scene over to CPI.
- 10/26 Burning complaint – Permitted debris pile but burning past the permissible hours.
- 10/26 Small Misc Fire – Unpermitted slash pile on the top of the ridge that could be seen for miles. Multiple calls to 9-1-1 through the night. Fire was contained within a clearing. ODF notified.
- 10/28 Residential Structure Fire – Unpermitted/illegal backyard burn.

Breakdown of calls for the year by area (as of 31 October 23):

Station 201 RURAL	208
Station 201 W. City	249
Station 201 E. City	161
Station 202	34
Station 203	71
Adair	2
Alsea	10
Blodgett	15
CFD	37
Conflagration	5
Kings Valley	21
Lincoln Co	8
Marys Peak	2
Misc Mutual Aid	4
Monroe	4
Marys Peak	2
Total	833

Total calls we received aid from another agency: 0 (to date 7)

Cyber Security project

Firewall in engineering for configuration, awaiting schedule for installation.

PulsePoint Statistics

Monthly Active Users at 868, of which 235 have CPR alerts enabled. We will continue to engage the public through social media.

Open House

A huge success with approximately 615 visitors to the event. Many comments from kids and adults alike on how great the event was. Had to pull in another engine due to the popularity of the engine rides. Vendors are enthusiastic about coming back next year.

Projects / Community Outreach

- Flu Shot program started for the year at Philomath Pharmacy
- PHS bonfire and Homecoming Parade and game
- Open House on 10/17 with 615 attendees and 18 vendors
- 10/20 AHA Heartsaver First Aid/CPR class for 12 teachers from Philomath School District
- 10/21 AHA Heartsaver First Aid/CPR class for six participants from the community
- 10/27 Station Tour for CPS first grade classes (90 kids plus teachers/aides)
- 10/31 Trunk or Treat at the Museum

Respectfully submitted,

D/C Rich Saalsaa

Philomath Fire and Rescue
A/P Aging Detail
As of October 31, 2023

Type	Date	Num	Name	Due Date	Aging	Open Balance
Current						
Bill	10/23/2023	10212...	Medline Industries, I...	11/02/2023		31.87
Bill	10/24/2023	050413	Stephanie Vallancey...	11/03/2023		68.55
Bill	10/24/2023	3364	Annas Consultants I...	11/03/2023		400.00
Bill	10/24/2023	B3828...	MPTV, Inc.	11/03/2023		8.49
Bill	10/24/2023	H4029...	Andy Louden`	11/03/2023		6,596.00
Bill	10/25/2023	17824	Nick's Auto Repair	11/04/2023		985.30
Bill	10/26/2023	INV27...	SeaWestern	11/05/2023		184.20
Bill	10/31/2023	23101...	Shirt Circuit	11/10/2023		801.90
Bill	10/31/2023	124546	Valvoline LLC	11/10/2023		48.43
Bill	10/31/2023	54506...	CoEnergy Propane	11/10/2023		1.00
Bill	10/31/2023	39521	Bimart Corporation	11/10/2023		44.95
Bill	10/31/2023	22915...	Medline Industries, I...	11/10/2023		385.26
Bill	10/31/2023	194906	Occupational Medici...	11/10/2023		2,395.00
Bill	10/31/2023		U.S. Bank	11/10/2023		4,954.58
Bill	10/31/2023		U.S. Bank	11/10/2023		825.50
Total Current						17,731.03
1 - 30						
Bill	10/20/2023	786092	TWGW, Inc. dba Phi...	10/30/2023	1	33.31
Total 1 - 30						33.31
31 - 60						
Total 31 - 60						
61 - 90						
Bill	08/05/2023	July 2...	Philomath Fire Distri...	08/15/2023	77	416.58
Total 61 - 90						416.58
> 90						
General Journal	06/30/2023	AUDIT...	SAIF Corporation			-28,078.82
Total > 90						-28,078.82
TOTAL						-9,897.90

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11/08/23

**Philomath Fire and Rescue
A/R Aging Detail
As of October 31, 2023**

Type	Date	Num	P. O. #	Name	Terms	Due Date	Class	Aging	Open Balance
Current									
Total Current									
1 - 30									
Invoice	10/23/2023	2015-2...		Philomath School Dis...		10/23/2023	General F...	8	630.00
Invoice	10/23/2023	2015-2...		Kings Valley Charter ...		10/23/2023	General F...	8	135.00
Total 1 - 30									765.00
31 - 60									
Total 31 - 60									
61 - 90									
Total 61 - 90									
> 90									
General Journal	06/30/2019	ER19		Adjustment'			General F...		47,131.32
General Journal	06/30/2021	AJE21...		Adjustment'			General F...		-47,131.00
General Journal	06/30/2021	AJE21...		Adjustment'			General F...		29,146.00
General Journal	06/30/2021	AJE21...		Adjustment'			General F...		8,637.00
General Journal	06/30/2021	AJE21...		Adjustment'			General F...		-1,197.57
Invoice	06/01/2022	2015-1...		Metropolitan Reporti...		06/01/2022	General F...	517	25.00
Total > 90									36,610.75
TOTAL									37,375.75

Philomath Fire and Rescue

Balance Sheet by Class

Actual Bal

As of October 31, 2023

	GO Bond 2018 - Capital Improvem	GO Bond 2018 - Debt Services	General Fund	Building Reserve Fund	Equipment Reserve Fund	Vehicle Reserve Fund	TOTAL
ASSETS							
Current Assets							
Checking/Savings							
1013 - Citizens Bank Checking	0.00	-222,235.45	663,546.13	-226,603.54	-49,739.00	-72,120.49	82,739.65
1020 - Fund Cash	0.00	0.00	-2.76	0.00	0.00	0.00	-2.76
1050 - Local Government Investment Pool	-299,674.94	375,865.36	-82,756.13	703,554.68	147,539.64	422,958.07	1,297,544.31
1060 - OSU - Savings Account	0.00	0.00	11,958.43	0.00	0.00	0.00	11,958.43
Total Checking/Savings	-299,674.94	153,629.91	691,885.70	447,051.14	97,900.64	350,837.51	1,351,229.68
Accounts Receivable							
1100 - Accounts Receivable	0.00	0.00	37,375.75	0.00	0.00	0.00	37,375.75
Total Accounts Receivable	0.00	0.00	37,375.75	0.00	0.00	0.00	37,375.75
Other Current Assets							
1200 - Prepaid Assets	0.00	0.00	21,146.55	0.00	0.00	0.00	21,146.55
1210 - Inventory Asset	0.00	0.00	3,651.29	0.00	0.00	0.00	3,651.29
Total Other Current Assets	0.00	0.00	24,807.84	0.00	0.00	0.00	24,807.84
Total Current Assets	-299,674.94	153,629.91	694,069.29	447,051.14	97,900.64	350,837.51	1,413,413.27
TOTAL ASSETS	-299,674.94	153,629.91	694,069.29	447,051.14	97,900.64	350,837.51	1,413,413.27
LIABILITIES & EQUITY							
Liabilities							
Current Liabilities							
Accounts Payable							
2010 - Accounts Payable	0.00	0.00	-8,937.90	0.00	0.00	0.00	-8,937.90
Total Accounts Payable	0.00	0.00	-8,937.90	0.00	0.00	0.00	-8,937.90
Credit Cards							
US Bank One Card-Cheney	0.00	0.00	-113.00	0.00	0.00	0.00	-113.00
US Bank One Card-Rich	0.00	0.00	-88.10	0.00	0.00	0.00	-88.10
US Bank One Card-Anheley	0.00	0.00	1,359.30	0.00	0.00	0.00	1,359.30
Total Credit Cards	0.00	0.00	1,158.20	0.00	0.00	0.00	1,158.20
Other Current Liabilities							
2015 - Deferred Taxes	0.00	6,530.03	32,142.96	0.00	0.00	0.00	28,672.99
2400 - Payroll Liabilities							
3123 - DR - Paid Fam Med Leave	0.00	0.00	3,143.22	0.00	0.00	0.00	3,143.22
3122 - Oregon Transit Tax Withholding	0.00	0.00	812.22	0.00	0.00	0.00	812.22
2100 - Wages Payable	0.00	0.00	32,239.54	0.00	0.00	0.00	32,239.54
2110 - Federal Income Tax Payable	0.00	0.00	4,892.00	0.00	0.00	0.00	4,892.00
2120 - FICA Payable	0.00	0.00	2,895.87	0.00	0.00	0.00	2,895.87
2125 - Medicare Payable	0.00	0.00	732.87	0.00	0.00	0.00	732.87
2130 - State Income Tax Payable	0.00	0.00	-629.33	0.00	0.00	0.00	-629.33
2131 - Work's Benefit Fund Payable(WBFF)	0.00	0.00	194.71	0.00	0.00	0.00	194.71
2140 - PERS Payable	0.00	0.00	11,406.02	0.00	0.00	0.00	11,406.02
2145 - DR Saving Growth 457 Payable	0.00	0.00	152.09	0.00	0.00	0.00	152.09
2150 - Health Insurance Prem. Payable	0.00	0.00	-158.69	0.00	0.00	0.00	-158.69
2210 - Health Ins Prem Ded Pfr Tax	0.00	0.00	6,237.05	0.00	0.00	0.00	6,237.05
2230 - Flexible Spending Account	0.00	0.00	775.00	0.00	0.00	0.00	775.00
2232 - Union Dues	0.00	0.00	638.22	0.00	0.00	0.00	638.22
Total 2400 - Payroll Liabilities	0.00	0.00	62,426.72	0.00	0.00	0.00	62,426.72
Total Other Current Liabilities	0.00	6,530.03	84,569.64	0.00	0.00	0.00	91,099.71
Total Current Liabilities	0.00	6,530.03	75,829.94	0.00	0.00	0.00	82,360.01
Total Liabilities	0.00	6,530.03	75,829.94	0.00	0.00	0.00	82,360.01
Equity							
3010 - Fund Balance	-5,939.00	-190,115.95	-2,958,218.22	-1,193,735.82	-737,563.19	-335,982.41	-4,511,253.01
3200 - Unallocated Fund Balance	-299,674.94	159,104.02	2,278,823.44	1,195,279.30	738,816.74	330,919.82	4,548,359.16
Net Income	5,284.00	139,210.74	267,633.83	445,507.46	96,547.00	350,900.00	1,039,387.09
Total Equity	-299,674.94	147,099.60	584,239.31	447,051.14	97,900.64	350,837.51	1,331,053.28
TOTAL LIABILITIES & EQUITY	-299,674.94	153,629.91	694,069.29	447,051.14	97,900.64	350,837.51	1,413,413.27

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11/08/23

Philomath Fire and Rescue
Check Detail
October 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check		10/31/2023			1050 · Local Govern...		-0.10
					6030 · Dues and Fees	-0.10	0.10
TOTAL						-0.10	0.10
Check	EFT	10/01/2023	Consumer Power Inc		1015 · Citizens Bank ...		-188.83
					6050 · Utilities	-65.45	65.45
					6050 · Utilities	-88.33	88.33
					6050 · Utilities	-35.05	35.05
TOTAL						-188.83	188.83
Check	EFT	10/03/2023	NW Natural		1015 · Citizens Bank ...		-50.57
					6050 · Utilities	-50.57	50.57
TOTAL						-50.57	50.57
Check	EFT	10/03/2023	Carson Oil		1015 · Citizens Bank ...		-1,356.99
					6130 · Gas & Oil	-1,356.99	1,356.99
TOTAL						-1,356.99	1,356.99
Check	EFT	10/03/2023	AsiFlex		1015 · Citizens Bank ...		-441.25
					2230 · Flexible Spend...	-430.00	430.00
					6030 · Dues and Fees	-11.25	11.25
TOTAL						-441.25	441.25
Check	EFT	10/04/2023	AT&T Mobility		1015 · Citizens Bank ...		-42.46
					6060 · Telephone, Pa...	-42.46	42.46
TOTAL						-42.46	42.46
Check	EFT	10/05/2023	CIS Trust		1015 · Citizens Bank ...		-11,212.55
					5440 · Health Insurance	-11,212.55	11,212.55
TOTAL						-11,212.55	11,212.55
Check	EFT	10/05/2023	Colonial Life		1015 · Citizens Bank ...		-153.40
					2210 · Health Ins Pre...	-25.00	25.00
					2150 · Health Insuran...	-128.40	128.40
TOTAL						-153.40	153.40
Check	EFT	10/05/2023	EFTPS		1015 · Citizens Bank ...		-20,759.34
					2110 · Federal Income...	-8,881.00	8,881.00
					2120 · FICA Payable	-4,813.44	4,813.44
					2125 · Medicare Paya...	-1,125.73	1,125.73
					5405 · Employers FICA	-4,813.44	4,813.44
					5410 · Employers Med...	-1,125.73	1,125.73
TOTAL						-20,759.34	20,759.34
Check	EFT	10/05/2023	Intuit		1015 · Citizens Bank ...		-19.25
					6030 · Dues and Fees	-19.25	19.25
TOTAL						-19.25	19.25

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11/08/23

**Philomath Fire and Rescue
Check Detail
October 2023**

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	EFT	10/06/2023	Comcast		1015 · Citizens Bank ...		-14.77
					6060 · Telephone, Pa...	-14.77	14.77
TOTAL						-14.77	14.77
Check	EFT	10/06/2023	City of Philomath		1015 · Citizens Bank ...		-251.80
					6050 · Utilities	-15.20	15.20
					6050 · Utilities	-236.60	236.60
TOTAL						-251.80	251.80
Check	EFT	10/06/2023	PERS		1015 · Citizens Bank ...		-15,784.01
					5431 · PERS - Pickup...	-2,941.63	2,941.63
					5430 · PERS - Employe	-12,842.38	12,842.38
TOTAL						-15,784.01	15,784.01
Check	EFT	10/06/2023	AsiFlex		1015 · Citizens Bank ...		-430.00
					2230 · Flexible Spendi...	-430.00	430.00
TOTAL						-430.00	430.00
Check	EFT	10/06/2023	Oregon Department ...		1015 · Citizens Bank ...		-7,112.79
					2130 · State Income T...	-5,610.00	5,610.00
					2130 · State Income T...	-1,502.79	1,502.79
TOTAL						-7,112.79	7,112.79
Check	EFT	10/09/2023	Pacific Power		1015 · Citizens Bank ...		-870.45
					6050 · Utilities	-870.45	870.45
TOTAL						-870.45	870.45
Check	EFT	10/11/2023	Riverstrong		1015 · Citizens Bank ...		-2,706.09
					6001 · Contracted Pro...	-2,706.09	2,706.09
TOTAL						-2,706.09	2,706.09
Check	EFT	10/11/2023	City of Philomath		1015 · Citizens Bank ...		-251.80
					6050 · Utilities	-236.60	236.60
					6050 · Utilities	-15.20	15.20
TOTAL						-251.80	251.80
Check	EFT	10/15/2023	De Lage Landen Fina...		1015 · Citizens Bank ...		-152.15
					6100 · Equipment Mai...	-152.15	152.15
TOTAL						-152.15	152.15
Check	EFT	10/15/2023	Pioneer Telephone C...		1015 · Citizens Bank ...		-218.87
					6060 · Telephone, Pa...	-218.87	218.87
TOTAL						-218.87	218.87
Check	EFT	10/15/2023	Carson Oil		1015 · Citizens Bank ...		-1,071.30
					6130 · Gas & Oil	-1,071.30	1,071.30
TOTAL						-1,071.30	1,071.30

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11/08/23

Philomath Fire and Rescue
Check Detail
October 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	EFT	10/19/2023	Riverstrong		1015 · Citizens Bank ...		-7,653.00
					6001 · Contracted Pro...	-7,653.00	7,653.00
TOTAL						-7,653.00	7,653.00
Check	EFT	10/20/2023	Consumer Power Inc		1015 · Citizens Bank ...		-198.18
					6050 · Utilities	-110.01	110.01
					6050 · Utilities	-88.17	88.17
TOTAL						-198.18	198.18
Check	EFT	10/22/2023	Republic Services		1015 · Citizens Bank ...		-247.45
					6050 · Utilities	-247.45	247.45
TOTAL						-247.45	247.45
Check	EFT	10/23/2023	PERS		1015 · Citizens Bank ...		-3,649.78
					5431 · PERS - Pickup...	-670.30	670.30
					5430 · PERS - Employe	-2,979.48	2,979.48
TOTAL						-3,649.78	3,649.78
Check	EFT	10/28/2023	Verizon		1015 · Citizens Bank ...		-214.23
					6060 · Telephone, Pa...	-214.23	214.23
TOTAL						-214.23	214.23
Check	EFT	10/31/2023	Carson Oil		1015 · Citizens Bank ...		-644.75
					6130 · Gas & Oil	-644.75	644.75
TOTAL						-644.75	644.75
Bill Pmt -Check	32014	10/31/2023	OSCU 402518-70		1015 · Citizens Bank ...		-79.79
Bill	FDC 4...	10/09/2023			6200 · Supplies - Dep...	-79.79	79.79
TOTAL						-79.79	79.79
Bill Pmt -Check	33963	10/09/2023	Andy Louden`		1015 · Citizens Bank ...		-6.99
Bill	202120	09/27/2023			6130 · Gas & Oil	-6.99	6.99
TOTAL						-6.99	6.99
Bill Pmt -Check	33964	10/09/2023	Bimart Corporation		1015 · Citizens Bank ...		-42.97
Bill	1081	09/25/2023			6180 · Grounds Maint...	-42.97	42.97
TOTAL						-42.97	42.97
Bill Pmt -Check	33965	10/09/2023	Henderer Design + B...		1015 · Citizens Bank ...		-490.00
Bill	8932	09/26/2023			6170 · Building Maint ...	-490.00	490.00
TOTAL						-490.00	490.00
Bill Pmt -Check	33966	10/09/2023	Industrial Welding S...		1015 · Citizens Bank ...		-20.00
Bill	342546	09/26/2023			6210 · Supplies - Medi...	-20.00	20.00
TOTAL						-20.00	20.00

Philomath Fire and Rescue Check Detail October 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	33967	10/09/2023	Life Safety Corporati...		1015 · Citizens Bank ...		-198.00
Bill	54961	09/27/2023			6230 · Hazardous Mat...	-198.00	198.00
TOTAL						-198.00	198.00
Bill Pmt -Check	33968	10/09/2023	MPTV, Inc.		1015 · Citizens Bank ...		-215.95
Bill	B374834	09/08/2023			6320 · Community Inv...	-8.03	8.03
Bill	B375633	09/12/2023			6200 · Supplies - Dep...	-5.99	5.99
Bill	B375777	09/13/2023			6130 · Gas & Oil	-61.98	61.98
Bill	B376636	09/19/2023			6161 · Vehicle Mainte...	-22.07	22.07
Bill	B377009	09/21/2023			6160 · Equipment Mai...	-93.25	93.25
Bill	B378306	09/27/2023			6161 · Vehicle Mainte...	-19.14	33.13
Bill	B379852	10/09/2023			6270 · Volunteer - Acti...	-5.49	5.49
TOTAL						-215.95	229.94
Bill Pmt -Check	33969	10/09/2023	Occupational Medici...		1015 · Citizens Bank ...		-790.00
Bill	197605	10/09/2023			6310 · Physical & Imm...	-790.00	790.00
TOTAL						-790.00	790.00
Bill Pmt -Check	33970	10/09/2023	Paula Anderson.		1015 · Citizens Bank ...		-3,152.14
Bill	Septe...	10/05/2023			5136 · Conflagration ...	-3,152.14	3,152.14
TOTAL						-3,152.14	3,152.14
Bill Pmt -Check	33971	10/09/2023	Philomath Fire Distri...		1015 · Citizens Bank ...		-423.42
Bill	Septe...	10/05/2023			2232 · Union Dues	-423.42	423.42
TOTAL						-423.42	423.42
Bill Pmt -Check	33972	10/09/2023	SeaWestern		1015 · Citizens Bank ...		-569.38
Bill	INV264...	09/26/2023			6250 · Uniforms	-158.14	158.14
Bill	INV264...	09/26/2023			6250 · Uniforms	-411.24	411.24
TOTAL						-569.38	569.38
Bill Pmt -Check	33973	10/09/2023	Security Alarm Corp		1015 · Citizens Bank ...		-538.94
Bill	1404917	10/03/2023			6001 · Contracted Pro...	-538.94	538.94
TOTAL						-538.94	538.94
Bill Pmt -Check	33974	10/09/2023	Special Districts Ins...		1015 · Citizens Bank ...		-486.00
Bill	10.202...	10/09/2023			6020 · Insurance and ...	-486.00	486.00
TOTAL						-486.00	486.00
Bill Pmt -Check	33975	10/09/2023	Streamline		1015 · Citizens Bank ...		-4,320.00
Bill	366F1...	10/09/2023			6001 · Contracted Pro...	-4,320.00	4,320.00
TOTAL						-4,320.00	4,320.00
Bill Pmt -Check	33976	10/09/2023	TWGW, Inc. dba Phil...		1015 · Citizens Bank ...		-17.71
Bill	783838	09/27/2023			6161 · Vehicle Mainte...	-9.29	9.29
Bill	784801	10/06/2023			6270 · Volunteer - Acti...	-4.97	4.97
Bill	784822	10/07/2023			6270 · Volunteer - Acti...	-3.45	3.45
TOTAL						-17.71	17.71

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Philomath Fire and Rescue Check Detail October 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	33977	10/09/2023	U.S. Bank		1015 · Citizens Bank ...		-5,089.88
Bill	9.2023 V	10/05/2023			US Bank OneCard- Vi...	-469.46	469.46
Bill	09.202...	10/05/2023			Us Bank One Card- C...	-519.63	519.63
Bill	09.202...	10/09/2023			US Bank One Card- R...	-1,020.90	1,020.90
Bill	09.202...	10/09/2023			US Bank One Card- A...	-3,079.89	3,079.89
TOTAL						-5,089.88	5,089.88
Bill Pmt -Check	33978	10/09/2023	Ultrex		1015 · Citizens Bank ...		-47.42
Bill	INV136...	09/30/2023			6100 · Equipment Mai...	-47.42	47.42
TOTAL						-47.42	47.42
Bill Pmt -Check	33979	10/09/2023	Willamette Hose & Fi...		1015 · Citizens Bank ...		-46.11
Bill	578322	09/23/2023			6190 · Small Tools & ...	-1.30	1.30
Bill		09/26/2023			6161 · Vehicle Mainte...	-10.26	10.26
					6170 · Building Maint ...	-19.55	19.55
Bill	52012	09/27/2023			6161 · Vehicle Mainte...	-7.24	17.24
Bill	579040	10/09/2023			6161 · Vehicle Mainte...	-7.76	7.76
TOTAL						-46.11	56.11
Bill Pmt -Check	33980	10/09/2023	OSCU 402518-70		1015 · Citizens Bank ...		-416.19
Bill	WM 66...	09/07/2023			6320 · Community Inv...	-50.16	50.16
Bill	Peoria ...	09/07/2023			6320 · Community Inv...	-25.44	25.44
Bill	SW 85...	09/11/2023			6900 · Miscellaneous ...	-21.46	21.46
Bill	0452-0...	09/21/2023			6050 · Utilities	-319.13	319.13
TOTAL						-416.19	416.19
Bill Pmt -Check	33981	10/09/2023	OSCU 402518-73		1015 · Citizens Bank ...		-1,059.31
Bill	MFC T...	09/01/2023			6090 · Education/Trai...	-285.00	285.00
Bill	Glitter ...	09/05/2023			6320 · Community Inv...	-225.00	225.00
Bill	AMZ 0...	09/08/2023			6190 · Small Tools & ...	-175.46	175.46
Bill	AMZ 6...	09/08/2023			6170 · Building Maint ...	-368.50	368.50
Bill	090823	09/08/2023			6216-1 · FA/CPR Edu...	-5.35	5.35
TOTAL						-1,059.31	1,059.31
Bill Pmt -Check	33982	10/09/2023	OSCU 402518-71		1015 · Citizens Bank ...		-370.32
Bill	CoC 0...	09/01/2023			6090 · Education/Trai...	-30.00	30.00
Bill	Costco...	09/01/2023			6320 · Community Inv...	-96.39	96.39
Bill	AMZ 4...	09/05/2023			6200 · Supplies - Dep...	-77.72	77.72
Bill	AMZ 0...	09/07/2023			6250 · Uniforms	-59.98	59.98
Bill	UPS 2...	09/07/2023			6011 · Postage/Shippi...	-19.09	19.09
Bill	GO 44...	09/09/2023			6320 · Community Inv...	-15.92	15.92
					6320 · Community Inv...	-71.22	71.22
TOTAL						-370.32	370.32
Bill Pmt -Check	33983	10/06/2023	Advanced Environm...		1015 · Citizens Bank ...		-1,249.00
Bill	5908	10/18/2023			6170 · Building Maint ...	-1,249.00	1,249.00
TOTAL						-1,249.00	1,249.00
Bill Pmt -Check	33984	10/06/2023	Bimart Corporation		1015 · Citizens Bank ...		-11.99
Bill	39772	10/13/2023			6200 · Supplies - Dep...	-11.99	11.99
TOTAL						-11.99	11.99

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Philomath Fire and Rescue
Check Detail
October 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	33985	10/06/2023	Bio-Med Testing		1015 · Citizens Bank ...		-29.00
Bill	102320	10/17/2023			6001 · Contracted Pro...	-29.00	29.00
TOTAL						-29.00	29.00
Bill Pmt -Check	33986	10/06/2023	Culligan		1015 · Citizens Bank ...		-140.95
Bill	771304	10/16/2023			6050 · Utilities	-140.95	140.95
TOTAL						-140.95	140.95
Bill Pmt -Check	33987	10/06/2023	Department of Publi...		1015 · Citizens Bank ...		-46.25
Bill	ARF75...	10/16/2023			6090 · Education/Trai...	-46.25	46.25
TOTAL						-46.25	46.25
Bill Pmt -Check	33988	10/06/2023	Life Assist, Inc.		1015 · Citizens Bank ...		-315.19
Bill	1370989	10/10/2023			6210 · Supplies - Medi...	-315.19	315.19
TOTAL						-315.19	315.19
Bill Pmt -Check	33989	10/06/2023	SeaWestern		1015 · Citizens Bank ...		-970.10
Bill	INV270...	10/18/2023			6250 · Uniforms	-970.10	970.10
TOTAL						-970.10	970.10
Bill Pmt -Check	33990	10/06/2023	Security Alarm Corp		1015 · Citizens Bank ...		-1,046.96
Bill	1408825	10/06/2023			6001 · Contracted Pro...	-1,046.96	1,046.96
TOTAL						-1,046.96	1,046.96
Bill Pmt -Check	33991	10/06/2023	TWGW, Inc. dba Phil...		1015 · Citizens Bank ...		-39.98
Bill	785703	10/17/2023			6161 · Vehicle Mainte...	-39.98	39.98
TOTAL						-39.98	39.98
Bill Pmt -Check	33992	10/06/2023	Willamette Hose & Fi...		1015 · Citizens Bank ...		-40.43
Bill	579350	10/09/2023			6161 · Vehicle Mainte...	-40.43	40.43
TOTAL						-40.43	40.43

Philomath Fire and Rescue Profit & Loss Budget vs. Actual July through October 2023

	Jul - Oct 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4043 · Bond Income - Bank Interest	68.10	0.00	68.10	100.0%
4042 · Bond Income - Prop Tax Interest	193.88	700.00	-506.12	27.7%
4041 · Bond Income - Delinquent Taxes	2,567.94	5,000.00	-2,432.06	51.4%
4060 · Conflagration Income	4,313.00	100,000.00	-95,687.00	4.3%
4500 · Transfers In	688,261.00	0.00	688,261.00	100.0%
4050 · Public Education Income	4,610.00	12,500.00	-7,890.00	36.9%
4040 · Bond Income	72,477.82	404,200.00	-331,722.18	17.9%
4000 · Carryover Fund Balance	1,469,357.00	784,900.68	684,456.32	187.2%
4010 · Delinquent Property Taxes	8,663.83	16,000.00	-7,336.17	54.1%
4020 · Current Property Taxes	253,286.88	1,397,916.00	-1,144,629.12	18.1%
4025 · Interest - Property Tax	868.24	3,000.00	-2,131.76	28.9%
4026 · Interest Income				
4027 · Interest - Citizens Bank & OSU	18.45	0.00	18.45	100.0%
4030 · Investments - LGIP	91,638.39	0.00	91,638.39	100.0%
Total 4026 · Interest Income	91,656.84	0.00	91,656.84	100.0%
4900 · Miscellaneous Income	11,659.15	10,000.00	1,659.15	116.6%
Total Income	2,607,983.68	2,734,216.68	-126,233.00	95.4%
Gross Profit	2,607,983.68	2,734,216.68	-126,233.00	95.4%
Expense				
9010 · Transfers	688,261.00	1,014,499.00	-326,238.00	67.8%
5000 · Personnel Expenses				
5137 · Grant Funded Wages	22,651.24	30,000.00	-7,348.76	75.5%
5131 · Non-Union Overtime Wages	0.00	1,000.00	-1,000.00	0.0%
5136 · Conflagration Wages	56,185.04	100,000.00	-43,814.96	56.2%
5100 · Fire Chief Wages	32,832.00	98,892.00	-66,060.00	33.2%
5105 · Deputy Chief Wages	32,511.25	98,220.00	-65,708.75	33.1%
5110 · Admin Asst Wages	19,089.00	58,404.00	-39,315.00	32.7%
5120 · Staff Captain Wage	18,577.22	74,220.00	-55,642.78	25.0%
5125 · Firefighter Wages	85,937.30	256,564.00	-170,626.70	33.5%
5130 · Overtime Wages	15,869.17	45,000.00	-29,130.83	35.3%
5135 · Extra Hire	0.00	8,000.00	-8,000.00	0.0%
5405 · Employers FICA	16,966.91	33,000.00	-16,033.09	51.4%
5410 · Employers Medicare	3,968.08	10,000.00	-6,031.92	39.7%
5420 · Workes Benefit Assessment	0.00	500.00	-500.00	0.0%
5421 · Workers Compensation	28,078.82	50,000.00	-21,921.18	56.2%
5430 · PERS - Employe	57,693.91	140,000.00	-82,306.09	41.2%
5431 · PERS - Pickup 6%	13,369.35	34,000.00	-20,630.65	39.3%
5440 · Health Insurance	44,828.47	185,124.00	-140,295.53	24.2%
5441 · Unemployment	0.00	10,000.00	-10,000.00	0.0%
Total 5000 · Personnel Expenses	448,557.76	1,232,924.00	-784,366.24	36.4%
6000 · Materials and Services				
6217 · EMR Education				
6217-1 · EMR Education- Supplies	0.00	2,500.00	-2,500.00	0.0%
6217-2 · EMR Education- Instructors	0.00	2,000.00	-2,000.00	0.0%
Total 6217 · EMR Education	0.00	4,500.00	-4,500.00	0.0%
6216 · FA/CPR Education				
6216-1 · FA/CPR Education- Supplies	1,599.99	5,000.00	-3,400.01	32.0%
6216-2 · FA/CPR Education- Instructors	312.50	3,000.00	-2,687.50	10.4%
Total 6216 · FA/CPR Education	1,912.49	8,000.00	-6,087.51	23.9%

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Accrual Basis

Philomath Fire and Rescue
Profit & Loss Budget vs. Actual
July through October 2023

	Jul - Oct 23	Budget	\$ Over Budget	% of Budget
6091 · Tuition Reimbursement	2,800.00	74,736.00	-71,936.00	3.7%
6101 · Equip. Maint. Agreements - EMS	0.00	620.00	-620.00	0.0%
6001 · Contracted Professional Service	34,214.83	80,834.00	-46,619.17	42.3%
6010 · Office Supplies	1,153.37	6,550.00	-5,396.63	17.6%
6011 · Postage/Shipping	168.58	600.00	-431.42	28.1%
6020 · Insurance and Bond	1,854.00	57,210.00	-55,356.00	3.2%
6030 · Dues and Fees	2,090.40	16,070.00	-13,979.60	13.0%
6040 · Publications and Elections	0.00	3,900.00	-3,900.00	0.0%
6042 · Marketing Program New Recruits	0.00	605.00	-605.00	0.0%
6050 · Utilities	8,606.82	33,710.00	-25,103.18	25.5%
6060 · Telephone, Pagers, Internet	5,892.60	18,600.00	-12,707.40	31.7%
6070 · Travel	0.00	7,100.00	-7,100.00	0.0%
6080 · Conference	2,859.11	4,450.00	-1,590.89	64.2%
6090 · Education/Training	6,420.81	21,350.00	-14,929.19	30.1%
6100 · Equipment Maintenance Agreement	1,276.72	4,000.00	-2,723.28	31.9%
6110 · Equipment Rentals	0.00	150.00	-150.00	0.0%
6130 · Gas & Oil	8,361.08	30,000.00	-21,638.92	27.9%
6140 · Hydrant Maintenance	330.89	0.00	330.89	100.0%
6150 · Radio Maintenance	345.50	6,100.00	-5,754.50	5.7%
6160 · Equipment Maintenance	3,490.82	13,850.00	-10,359.18	25.2%
6161 · Vehicle Maintenance	8,107.32	46,500.00	-38,392.68	17.4%
6170 · Building Maint and Improvements	2,484.56	13,300.00	-10,815.44	18.7%
6180 · Grounds Maintenance	111.72	1,300.00	-1,188.28	8.6%
6190 · Small Tools & Equipment	429.03	900.00	-470.97	47.7%
6200 · Supplies - Department	1,926.58	7,000.00	-5,073.42	27.5%
6210 · Supplies - Medical	5,511.45	19,730.00	-14,218.55	27.9%
6215 · Supplies - Prevention	1,801.73	2,850.00	-1,048.27	63.2%
6220 · Supplies - Suppression	6.99	2,500.00	-2,493.01	0.3%
6230 · Hazardous Materials	198.00	300.00	-102.00	66.0%
6250 · Uniforms	13,631.18	30,800.00	-17,168.82	44.3%
6270 · Volunteer - Activities	1,618.30	12,000.00	-10,381.70	13.5%
6280 · Volunteer Incentive Program	0.00	5,000.00	-5,000.00	0.0%
6300 · Volunteer - Length of Service	0.00	11,000.00	-11,000.00	0.0%
6310 · Physical & Immunizations	6,321.00	18,000.00	-11,679.00	35.1%
6320 · Community Involvement	1,020.71	3,400.00	-2,379.29	30.0%
6900 · Miscellaneous Expense	10,203.70	2,050.00	8,153.70	497.7%
Total 6000 · Materials and Services	135,150.29	569,565.00	-434,414.71	23.7%
7000 · Capital Outlay				
7110 · Capital Outlay - Building	32,077.54	60,000.00	-27,922.46	53.5%
Total 7000 · Capital Outlay	32,077.54	60,000.00	-27,922.46	53.5%
Total Expense	1,304,046.59	2,876,988.00	-1,572,941.41	45.3%
Net Ordinary Income	1,303,937.09	-142,771.32	1,446,708.41	-913.3%
Net Income	1,303,937.09	-142,771.32	1,446,708.41	-913.3%

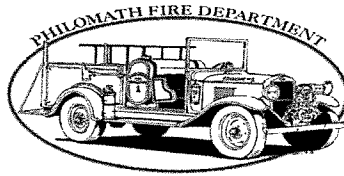
Philomath Fire and Rescue

Profit & Loss by Class

July through October 2023

Accrual Basis

	GO Bond 2016 - Capital Improv	GO Bond 2016 - Debt Services	General Fund	Building Reserve Fund	Equipment Reserve Fund	Vehicle Reserve Fund	TOTAL
Ordinary Income/Expense							
Income							
4043 - Bond Income - Bank Interest	0.00	48.10	0.00	0.00	0.00	0.00	48.10
4042 - Bond Income - Prop Tax Interest	0.00	193.88	0.00	0.00	0.00	0.00	193.88
4041 - Bond Income - Delinquent Taxes	0.00	2,567.94	0.00	0.00	0.00	0.00	2,567.94
4039 - Configuration Income	0.00	0.00	4,313.29	0.00	0.00	0.00	4,313.29
4030 - Transfers In	0.00	0.00	0.00	306,261.00	32,000.00	350,000.00	688,261.00
4050 - Public Education Income	0.00	0.00	4,610.00	0.00	0.00	0.00	4,610.00
4040 - Bond Income	0.00	72,477.82	0.00	0.00	0.00	0.00	72,477.82
4029 - Carryover Fund Balance	5,938.00	52,923.00	1,171,141.00	184,728.00	54,447.00	0.00	1,469,177.00
4010 - Delinquent Property Taxes	0.00	0.00	8,463.83	0.00	0.00	0.00	8,463.83
4020 - Current Property Taxes	0.00	0.00	253,286.88	0.00	0.00	0.00	253,286.88
4021 - Interest - Property Tax	0.00	0.00	358.24	0.00	0.00	0.00	358.24
4028 - Interest Income	0.00	0.00	18.45	0.00	0.00	0.00	18.45
4027 - Interest - Citizens Bank & OSU	0.00	0.00	91,638.29	0.00	0.00	0.00	91,638.29
4032 - Investments - LGIP	0.00	0.00	91,638.29	0.00	0.00	0.00	91,638.29
Total 4026 - Interest Income	0.00	0.00	91,656.84	0.00	0.00	0.00	91,656.84
4000 - Miscellaneous Income	0.00	0.00	11,659.15	0.00	0.00	0.00	11,659.15
Total Income	5,938.00	138,210.74	1,546,188.54	479,989.00	86,447.00	350,000.00	2,607,983.68
Gross Profit	5,938.00	138,210.74	1,546,188.54	479,989.00	86,447.00	350,000.00	2,607,983.68
Expense							
9010 - Transfers	0.00	0.00	689,261.00	0.00	0.00	0.00	689,261.00
5000 - Personnel Expenses							
5137 - Grant Funded Wages	0.00	0.00	22,651.24	0.00	0.00	0.00	22,651.24
5136 - Configuration Wages	0.00	0.00	56,185.84	0.00	0.00	0.00	56,185.84
5100 - Fire Chief Wages	0.00	0.00	32,832.00	0.00	0.00	0.00	32,832.00
5105 - Deputy Chief Wages	0.00	0.00	32,511.25	0.00	0.00	0.00	32,511.25
5110 - Admin Asst Wages	0.00	0.00	19,000.00	0.00	0.00	0.00	19,000.00
5120 - Shift Captain Wages	0.00	0.00	18,572.22	0.00	0.00	0.00	18,572.22
5125 - Firefighter Wages	0.00	0.00	85,937.30	0.00	0.00	0.00	85,937.30
5130 - Overtime Wages	0.00	0.00	15,669.17	0.00	0.00	0.00	15,669.17
5405 - Employee PICA	0.00	0.00	15,666.93	0.00	0.00	0.00	15,666.93
5410 - Employee Medicare	0.00	0.00	3,068.28	0.00	0.00	0.00	3,068.28
5421 - Workers Compensation	0.00	0.00	28,078.82	0.00	0.00	0.00	28,078.82
5430 - PER 3 - Employe	0.00	0.00	57,670.01	0.00	0.00	0.00	57,670.01
5431 - PER 3 - Pickup 5%	0.00	0.00	13,369.35	0.00	0.00	0.00	13,369.35
5440 - Health Insurance	0.00	0.00	44,826.87	0.00	0.00	0.00	44,826.87
Total 5000 - Personnel Expenses	0.00	0.00	448,557.76	0.00	0.00	0.00	448,557.76
6000 - Materials and Services							
6216 - FACPR Education	0.00	0.00	1,599.99	0.00	0.00	0.00	1,599.99
62161 - FACPR Education-Supplies	0.00	0.00	312.50	0.00	0.00	0.00	312.50
62162 - FACPR Education-Instructor	0.00	0.00	1,287.49	0.00	0.00	0.00	1,287.49
Total 6216 - FACPR Education	0.00	0.00	1,912.49	0.00	0.00	0.00	1,912.49
6091 - Tuition Reimbursement	0.00	0.00	2,800.00	0.00	0.00	0.00	2,800.00
6081 - Contracted Professional Service	0.00	0.00	34,214.83	0.00	0.00	0.00	34,214.83
6010 - Office Supplies	0.00	0.00	1,153.37	0.00	0.00	0.00	1,153.37
6011 - Postage/Printing	0.00	0.00	168.58	0.00	0.00	0.00	168.58
6020 - Insurance and Bond	0.00	0.00	1,854.09	0.00	0.00	0.00	1,854.09
6030 - Dues and Fees	0.00	0.00	2,009.49	0.00	0.00	0.00	2,009.49
6050 - Utilities	0.00	0.00	8,056.12	0.00	0.00	0.00	8,056.12
6060 - Telephone, Papers, Internet	0.00	0.00	5,892.00	0.00	0.00	0.00	5,892.00
6080 - Conference	0.00	0.00	2,859.11	0.00	0.00	0.00	2,859.11
6090 - Education/Training	0.00	0.00	6,420.81	0.00	0.00	0.00	6,420.81
6100 - Equipment Maintenance Agreement	0.00	0.00	1,276.12	0.00	0.00	0.00	1,276.12
6130 - Gas & Oil	0.00	0.00	8,361.98	0.00	0.00	0.00	8,361.98
6140 - Hydrant Maintenance	0.00	0.00	320.89	0.00	0.00	0.00	320.89
6150 - Refle Maintenance	0.00	0.00	345.50	0.00	0.00	0.00	345.50
6160 - Equipment Maintenance	0.00	0.00	3,490.82	0.00	0.00	0.00	3,490.82
6181 - Vehicle Maintenance	0.00	0.00	8,107.52	0.00	0.00	0.00	8,107.52
6170 - Building Maint and Improvements	0.00	0.00	2,484.56	0.00	0.00	0.00	2,484.56
6180 - Grounds Maintenance	0.00	0.00	116.22	0.00	0.00	0.00	116.22
6190 - Small Tools & Equipment	0.00	0.00	429.03	0.00	0.00	0.00	429.03
6200 - Supplies - Department	0.00	0.00	1,926.58	0.00	0.00	0.00	1,926.58
6210 - Supplies - Medical	0.00	0.00	5,111.45	0.00	0.00	0.00	5,111.45
6215 - Supplies - Prevention	0.00	0.00	1,601.73	0.00	0.00	0.00	1,601.73
6220 - Supplies - Suppression	0.00	0.00	639	0.00	0.00	0.00	639
6230 - Hazardous Materials	0.00	0.00	198.00	0.00	0.00	0.00	198.00
6250 - Uniforms	0.00	0.00	13,631.18	0.00	0.00	0.00	13,631.18
6270 - Volunteer Activities	0.00	0.00	1,818.00	0.00	0.00	0.00	1,818.00
6310 - Physical & Immunizations	0.00	0.00	6,321.00	0.00	0.00	0.00	6,321.00
6320 - Community Involvement	0.00	0.00	1,020.71	0.00	0.00	0.00	1,020.71
6900 - Miscellaneous Expense	0.00	0.00	10,203.79	0.00	0.00	0.00	10,203.79
Total 6000 - Materials and Services	0.00	0.00	135,150.29	0.00	0.00	0.00	135,150.29
7000 - Capital Outlay	0.00	0.00	6,596.00	25,481.54	0.00	0.00	32,077.54
7110 - Capital Outlay - Building	0.00	0.00	6,596.00	25,481.54	0.00	0.00	32,077.54
Total 7000 - Capital Outlay	0.00	0.00	6,596.00	25,481.54	0.00	0.00	32,077.54
Total Expense	0.00	0.00	1,278,565.05	25,481.54	0.00	0.00	1,304,046.59
Net Ordinary Income	5,938.00	138,210.74	267,623.49	445,507.46	86,447.00	350,000.00	1,333,137.07
Net Income	5,938.00	138,210.74	267,623.49	445,507.46	86,447.00	350,000.00	1,333,137.07



Philomath Fire and Rescue Volunteer Association, Inc

Report to the Board of Directors

6 Nov 2023

Association Business

- Preparing for Association Officer elections in Dec.

Volunteer Activity

- Football Standby concluded.
- Responded to numerous calls.
- Several Volunteers ran in Lilly's Lope for Hope
- Participated in Open House.
- 2 Volunteer's and a RV completed Corvallis academy.
- Assisting with Training
- Assisting with Building and Equipment maintenance.

Recruitment and retention

- Two new volunteers interviewed on the 7th.
- Two new volunteers in onboarding process

Respectfully submitted.

Dan Eddy
President

Paula Andersson
Vice President

Jean Goul
Treasurer

Stephanie Vallancey
Secretary

Transition Plan

Staff recommended action:

Move to authorize Office Administrator Scott to apply and move forward with US Bank's NASPO Commercial Cards for Staff and Instant Cards for other situations (Conflagrations, conferences, trainings, etc.) After a successful transition of all electronic payments to the new payment method, close Oregon State Community Credit Union's accounts and credit cards. Transfer the current OSCU Savings funds to Citizen's Bank Checking Account.